

**Town of Rowe FY2014
Board of Health
Meeting Minutes for December 23rd, 2013**

Present: **Board Members:** David Cousineau, Chair, and Jennifer Morse. Joann Brown
Absent, Marcella Stafford Gore, Clerk

Call to Order 6:01 PM. No audience/No appointments

GENERAL BUSINESS

Minutes

Minutes for November 26th, 2013 accepted and signed.

Warrant (s)/Invoices

Payroll warrant #12&13 and invoices approved and signed.

FINANCE

FY15 Budget

BOH Operations

- * All accounts will be level funded.
- * All employees will receive a 1.5% COLA raise.

Health Services

- * Health Services budget will decrease by \$500.00
- * Nurse will receive a 1.5% COLA raise
- * Physician Stipend, level funded
- * Establish a \$1,000.00 Health Services Revolving Fund for grant monies. Any money expended from this account will be reimbursed by EDS grant funding.

Refuse Garden Operations

- * Account level funded
- * All employees will receive a 1.5% COLA raise.
- * Establish a Special Project request to update lighting.
- * FCSWMD Assessment will increase by \$2,067.00.

While reviewing the budget it was noted that the Hazardous Waste account has a credit of \$445.00. Marcella will contact the accountant.

TRANSFER STATION

Attendants Logs

Attendant's logs read aloud/no action necessary.

Attendants

Jim Lively had surgery on his hand/arm, he has no medical restrictions. Dave will try to stop by this week.

Swap Shop

Jennifer did some cleaning out and disposal of unwanted items.

Vehicle ID Stickers

The stickers were delivered last week. Jennifer as Town Clerk will hold office hours for distribution Tuesday evenings and additional hours on Saturday mornings in January. Residents have until March 1st to obtain their sticker(s). To notify residents, Jennifer will compose a message for the town wide phone system and Marcella will submit an article for the January Goal Post.

Lighting

Dave contacted **five** electrical contractors to conduct a walk through at the transfer station, **three** attended: Jerry Ferguson, Bardwell Electrical and Palmeri Electric. The board is awaiting estimates.

HEALTH SERVICES

Monthly Report

Report read aloud, 113 encounters in November.

Vaccine Revolving Account

The board voted to approve and signed the request letter for the inclusion the Health Services Vaccine Revolving Account to the Annual Town Meeting warrant.

Grant Revolving Fund

The board voted to approve and signed the request letter for the inclusion of an article on the Annual Town Meeting warrant to establish a Health Services Grant Revolving Account.

MAPLE HOUSE

Water sample testing performed on 12/13/13 by Environmental Labs, results are satisfactory.

PUBLIC WATER SYSTEM

Town Hall and Avery Fountain were tested on November 6th:
Both locations test results were below the MCL for Sodium and Nitrate.

RC&CC

Administrative Consent Order

The order was issued due to all three wells testing positive for Total Coliform in a one year period. Marcella spoke to Douglas Paine (DEP/Drinking Water Program); he informed her that the DEP has not issued any mandates for the camp at this time. The DEP will closely monitor the water by testing each month.

Inspection

Jennifer and Lisa conducted an inspection of the kitchen, no violations found.

Permit(s)

The board approved and signed a permit to "Operate a Food Establishment" for the camp kitchen for 2014.

Water Testing

The samples collected on 12/2/13 show slightly elevated sodium levels.

TITLE V

Pumping Reports

NAME	ADDRESS	GALS PUMPED
John Rossi	72 Brittingham Hill Road	1000

Permit(s)

Greg's Wastewater Removal-Septage Hauler

OLD BUSINESS

The board instructed Marcella to contact Dan Pallotta to confirm the D-boxes for the school septic system have been replaced/repaired.

NEW BUSINESS

1- The board received an anonymous inspection request via telephone message:

The caller asks that the board along with the Fire Chief and the Building Inspector conduct an inspection at xxxxx. The caller believes there may be a matter of septic system over-use due to the amount of people living at this address. The caller also asks that a copy of the report be sent to the Franklin County Probation Officer. Marcella will contact the FRCOG Building Inspector and Health Agent Lisa Danek Burke and check availability. Jennifer and Jodi would like to attend.

2- The board voted to renew their memberships in MHOA and WMPHA. Marcella will complete renewal forms.

3- The board set its schedule for the next six months:

1/3, 1/16, 1/30	2/11, 2/25
3/11, 3/28	4/11, 4/25
5/9, 5/22	6/5, 6/18

Meeting adjourned 7:32pm.

Next meeting date Jan 3rd.

David Cousineau, Chair

Joann Brown

Jennifer Morse

Pg 3 Dec23, 2013

Approved: 1/3/14

Amended 1/22/14 to strike inspection address